
King County Consortium

2005 Action Plan:

One Year Use of Federal Housing and
Community Development Funds

DRAFT October, 2004

King County Executive

Ron Sims

King County Council

Bob Ferguson, District 1

Cynthia Sullivan, District 2

Kathy Lambert, District 3

Larry Phillips, District 4

Dwight Pelz, District 5

Rob McKenna, District 6

Pete von Reichbauer, District 7

Dow Constantine, District 8

Steve Hammond, District 9

Larry Gossett, District 10

Jane Hague, District 11

David Irons, District 12

Julia Patterson, District 13

In Partnership with:

City

Mayor

Algona

Joe Scholz

Beaux Arts

Chuck Lowry

Black Diamond

Howard Botts

Carnation

Yvonne Funderburg

Clyde Hill

George Martin

Duvall

Becky Nixon

Hunts Point

Fred McConkey

Kenmore

Steven Colwell

Maple Valley

Laure Iddings

Newcastle

John Dulcich

North Bend

Kenneth G. Hearing

Pacific

Rich Hildreth

Skykomish

Charlotte L. Mackner

Snoqualmie

Randy "Fuzzy" Fletcher

Woodinville

Scott Hageman

Yarrow Point

Jeanne R. Berry

HOME-only Cities

Mayor

Auburn

Peter B. Lewis

Bellevue

Connie Marshall

Kent

Jim White

Pass-through City

Mayor

Bothell

Bob Bandarra

Burien

Noel Gibb

Covington

Tim Goddard

Des Moines

Bob Sheckler

Enumclaw

John G. Wise

Federal Way

Dean McColgan

Issaquah

Ava Frisinger

Kirkland

Mary-Alyce Burleigh

Lake Forest Park

David Hutchinson

Mercer Island

Alan Merkle

Redmond

Rosemarie M. Ives

Renton

Kathy Koelker-Wheeler

SeaTac

Frank Hansen

Shoreline

Ron Hansen

Tukwila

Steve Mullet

Joint Recommendations Committee

Honorable Ava Frisinger, Mayor, City of Issaquah, Chair
Councilmember Terry Anderson, City of SeaTac
Honorable Howard Botts, Mayor, City of Black Diamond
Councilmember Rich Gustafson, City of Shoreline
Councilmember Jeanne Burbidge, City of Federal Way
Dean Culp, Community Services Administrator, City of Renton, Alternate
Paul Krauss, Planning Director, City of Auburn
Katherin Johnson, Human Services Manager, City of Kent
Dan Stroh, Planning Director, City of Bellevue
Stephanie Warden, Director, King County Department of Development and Environmental Services
Maura Brueger, Deputy Chief of Staff, King County Office of Intergovernmental Relations
Jackie MacLean, Director Community and Human Services, King County
Katie Hong, Director Office of Housing, City of Seattle

Department of Community and Human Services

Jackie MacLean, Director

Community Services Division

Sadikifu Akina-James, Division Director

Housing and Community Development Program

Linda Peterson, Program Manager

Kevin Chan, Coordinator, Housing Rehabilitation Program

Kathy Tremper, Coordinator, Community Development Program

John deChandendes, Coordinator, Housing Finance Program

Address/Phone

821 Second Avenue, Suite 500
Seattle, Washington 98104
(206) 296-7689
(206) 296-0229 – FAX
TTY: 711 (Relay Service)

Wendy DeRobbio, Planner, Community Development Program
Cheryl Markham, Coordinator, Affordable Housing Planning and Development
Carole Antoncich, Coordinator, Homeless Housing Program

Copies of this plan are available for review at the following King County libraries:

- Algona
- Bellevue Regional
- Black Diamond
- Bothell Regional
- Carnation
- Federal Way Regional
- Kent Regional
- Maple Valley
- North Bend
- Pacific
- Shoreline
- Skykomish
- Snoqualmie
- White Center
- Downtown Seattle, Government Documents Section

You may also receive a copy by writing to:

King County Housing and Community Development Program
Community Services Division
821 Second Avenue, Suite 500
Seattle, WA 98104

The Plan is also available on the world wide web at www.metrokc.gov/dchs/csd/Housing

**Alternate formats provided for people with disabilities upon request.
Please call TTY: 711 (Relay Service).**

King County Consortium
2005 Action Plan:
One Year Use of Federal Funds

Table of Contents

	Page
Goal One: Ensure Decent, Affordable Housing	
Service Delivery and Management	1
Leveraging: Other Housing Resources Expected to be Available	1
Consortium-wide Housing: 2005 Actions	3
• Affordable Housing Objective 1	3
• Affordable Housing Objective 2	7
• Affordable Housing Objective 3	9
Goal Two: End Homelessness	
• Homeless Objective 1	10
• Homeless Objective 2	11
• Homeless Objective 3	11
• Homeless Objective 4	13
Goal Three: Establish and Maintain a Suitable Living Environment and Expand Economic Opportunities	
• Community/Economic Development Objective 1	13
• Community/Economic Development Objective 2	15
• Community/Economic Development Objective 3	17
Monitoring Plan	
Compliance with Statutory and Regulatory Requirements	
A. Allocation Policies & RFP Processes	18
B. Contracting	19
C. Implementation and Project Management	20
D. Fiscal Controls	22

Funding Sources	23
Specific CDBG Submission Requirements.....	24
A. Program Income.....	24
B. Recaptured Funds.....	25
Specific HOME Submission Requirements.....	27
Specific ESG Submission Requirements.....	29
Listing of Adopted 2005 Projects	30
Public Comments	Appendix

2005 Action Plan:

One Year Use of Federal Funds

King County's One Year Action Plan describes housing and community development activities King County plans to implement to address the objectives identified in the King County Consortium Consolidated Housing and Community Development Plan for 2005-2009. The Action Plan also describes monitoring activities and fiscal controls.

Goal 1: Increase the Supply and Availability of Decent, Affordable Housing

The King County Consortium has developed its one year use of HOME Investment Partnership (HOME), Emergency Shelter Grant (ESG), and Community Development Block Grant (CDBG) funds to address the priority housing needs which further the objectives identified in the *King County Consortium Consolidated Housing and Community Development Plan for 2005-2009* (H&CD Plan). Under each Objective below, the housing projects are listed by project number. Detailed information on each project is listed numerically at the end of this document.

Service Delivery and Management

As described in the H&CD Plan, the institutional structure in the King County Consortium is relatively strong and diverse. In 2005, a variety of agencies and organizations will play key roles in delivering and managing the housing assistance programs identified below. In general, this includes the King County and Renton Housing Authorities, individual non-profit and for-profit housing developers and service providers, the King County Housing and Community Development Program, individual Consortium jurisdictions, and private, state and federal funding sources. Specific entities are identified below where appropriate.

Leveraging: Other Housing Resources Expected to be Available

In addition to the federal HOME, CDBG, and ESG entitlements made available to the King County Consortium in 2005, many other resources—federal, state, local, and private—will be available to help the Consortium address its five housing strategies. Federal CDBG, HOME, and ESG funds are actively used to leverage these other public and private resources. Staff works cooperatively to ensure that, to the extent possible, the use of these limited resources is carefully coordinated. The following is a summary of the resources and anticipated 2005 funding levels follows:

Resource

Federal. Public Housing Authorities

King County Housing Authority (KCHA) Public Housing & Section 8 Programs

KCHA Bond and Tax Credit Revenue

Federal. WA State Housing Finance Commission Programs

- Low Income Housing Tax Credit Program
- Tax-exempt Bond Financing Program

Federal. McKinney Homeless Assistance – Continuum of Care Competition (includes Supportive Housing Program, Shelter Plus Care, and Section 8 SRO Moderate Rehab Program)

Federal. Health Care for the Homeless Network (Seattle-King County Department of Public Health)

Federal. Housing Opportunities for People With AIDS (HOPWA).

Federal. Federal Emergency Management Administration (for emergency shelter and food)

State. Housing Trust Fund

State. Emergency Shelter Assistance Program

State Transitional Housing, Operating and Rental Assistance

Local. King County Housing Opportunity Fund

Local Substitute House Bill 2060 Regional Affordable Housing Program – King County –

Estimated 2005 Funding Levels

Approximately \$40.8 million for operating public housing and \$52.7 million for Section 8 vouchers in 2005

Approximately \$24.63 million in 2005

Approximately \$11.04 million in tax credit authority for 2005*.

Approximately \$293.7 million in bond cap for housing in 2005*; \$253.7 million for multi-family and \$40 million for single family

About \$17.7 million will flow to King County programs in 2005 - approximately \$3.4 million for Shelter Plus Care and \$14.2 million for HUD Supportive Housing Program.

Federal 330 grant of \$1.5 in 2005 (Seattle-King County region); \$300,000 in Medicaid Administrative Match; \$1,688,000 in local funds.

2005 entitlement of \$1,688,000 million for our Entitlement Metropolitan Area (King, Snohomish, and Island counties).

Approximately \$1,164,861 to King County (half for shelters, half for food).

Approximately \$80 million for the July 1, 2003 - 2005 biennium, statewide. Approximately \$32 million of this is available for King County projects for the biennium.

Approximately \$1,123,073 to support shelters in King County

Approximately \$1,027,000 to support transitional housing for homeless families.

Estimated 2005 allocation of \$1 million for housing capital targeting special needs populations

Estimated revenue of \$2.2 million for use County-wide (capital and operating funds) in 2005.

revenue from a document recording fee

Local. King County and suburban city general fund allocations for housing and housing-related services.

Suburban cities amounts unknown at this time. Many cities will allocate funds to support emergency shelters and related services.

Private. United Way of King County

Approximately \$6 million per year allocated to shelter, food, housing, and emergency services.

**Source of funds could not be confirmed as of date of publication – this is a rough estimate and may change.*

King County will take a variety of actions to encourage other agencies and organizations to apply for all available funds to implement the housing strategies. Staff will share Notices of Funding Availability (NOFAs) with other agencies, social-service providers, non-profit developers and advocacy groups. A King County housing developer will work with project sponsors to help them package development proposals for all available federal, state and local funds. King County will also submit certifications of consistency for project applications that support the goals and strategies found in the H&CD Plan.

Many fund sources have matching requirements that necessitate a mix of funds for the projects. The King County Housing Opportunity Fund (HOF) requires that local jurisdictions contribute to projects that will be located in their city. King County awards cannot represent more than 50 percent of the total project funding in any housing development project. This requires that projects leverage other funding including state and private sources.

The HOME program has extensive match requirements that must be met with non-federal sources. Match sources may include local Housing Opportunity funds, a suburban jurisdiction's general funds, or, in some cases, cash from owners of property being rehabilitated, or project sponsor contributions. Project sponsors will be encouraged to leverage additional funds from the private sector when projects can support debt service.

Consortium-wide Housing: 2005 Actions

The following section describes, for each of the Consortium's three Affordable Housing Objectives, some of the actions that will be taken in 2005 to accomplish Goal I of the H&CD Plan: Increase the Supply and Availability of Decent, Affordable Housing. This includes a discussion of general actions planned to foster affordable housing and remove barriers. Please refer to the listing of adopted 2005 projects for details on specific projects and their proposed accomplishments.

Affordable Housing Objective #1

Preserve and expand the supply of affordable rental housing available to low- and moderate-income households, including households with special needs.

Strategy A:

Make capital funds available for the new construction of good quality, permanent affordable rental housing for low- and moderate-income households; for the acquisition of existing rental housing and the rehabilitation of that housing into good quality, permanent affordable rental housing for low- and

moderate-income households; and for the acquisition of land on which to build affordable and/or mixed-income rental housing; and for the long term preservation of existing affordable rental housing units.

Short-term Outputs and Outcomes for Affordable Housing Objective

1) AH 1A. Short-term Annual Output

Average number of rental units to be funded for new construction, acquisition and rehabilitation, and preservation of affordable housing annually:

300 units of rental housing; at least 50 of the 300 units of rental housing shall be targeted to persons/households with special needs. (Special needs includes the elderly, frail elderly, homeless households and persons with disabilities.)

2005 Projects funded to support this strategy include:

<i>Project HH5000</i>	<i>HOME Subrecipient Housing Development</i>
<i>Project C05911</i>	<i>Issaquah ARCH Housing Development Set-aside</i>
<i>Project C05916</i>	<i>Kirkland ARCH Housing Development Set-aside</i>
<i>Project C05917</i>	<i>Mercer Island ARCH Housing Development Set-aside</i>
<i>Project C05918</i>	<i>Redmond - ARCH Housing Development Set-aside</i>
<i>Project C05919</i>	<i>Unincorporated King County and Small Cities Housing Development Set-aside</i>

2) AH 1A. Short-term Annual Outcomes

- 300 units of rental housing will be constructed, and/or acquired and rehabilitated and/or preserved annually.
- 500 new renter households will be served annually by rental units completed during the year

Strategy B:

Make capital funds available to rehabilitate existing rental units for low- and moderate-income households. This strategy is different from acquisition and rehabilitation in Strategy A. This Strategy addresses rehabilitation needs of existing affordable non-profit housing, or existing for-profit housing where the owner is willing to restrict the affordability of the rents for a specified period of time. It includes making modifications to the rental unit(s) of low- to moderate-income residents with a disability in order that the units will be accessible.

1) AH 1B. Short-term Annual Output

5-100 units will be rehabilitated and/or modified annually.

2005 Projects funded to support this strategy include:

Project HH5108 HOME Rental Rehab Loan Program

2) AH 1B. Short-term Annual Outcomes

The tenant(s) have an improved quality of life due to the improvements/rehabilitation and/or modification(s).

Strategy C:

King County staff will work in partnership and/or coordination with Consortium City staff and community stakeholder organizations on housing-related activities.

2005 Projects funded to support this strategy include:

Project C05422 King County Housing Development Technical Assistance
Project C05639 King County HCD Affordable Housing
Project C05204 King County CDBG Administration
Project HH5204 HOME Investment Partnerships Fund

- The Consortium will support the creation of affordable rental housing in the private market through zoning and incentive programs in all Consortium jurisdictions, such as impact fee waivers, density bonuses, inclusionary zoning and allocation of surplus County or City property for affordable housing; County staff will provide technical assistance, as needed, to help Consortium cities meet Countywide Planning Policy goals for affordable housing.
- King County will provide housing development technical assistance to non-profit organizations, with priority for assistance given to organizations that are relatively new to housing development or organizations that wish to expand their services into King County outside the City of Seattle and will serve the highest priority populations.
- King County will provide a credit enhancement program that promotes the development of housing for low- to moderate-income households, and explore other innovative methods of assisting with the financing of affordable housing.
- King County will collaborate with the King County Housing Authority to support the planning process and development of the Greenbridge Hope VI mixed-income housing and community development project at the Park lake Homes site in White Center. This work may be done in conjunction with a neighborhood revitalization strategy to be developed with the White Center community (see Goal #3, Objective #4).
- King County will support legislation and other initiatives designed to increase funding and other support for affordable housing; and will coordinate with statewide and community-based housing agencies to provide housing education for the public and policy makers in order to build support to increase the housing funding base and to enhance acceptance of affordable housing.
- King County will work with local housing authorities to provide mutual support and coordination on affordable housing planning issues; on applications for various programs, such as rental assistance and vouchers targeted to persons with disabilities; on planning issues such as the allocation of project-based vouchers that complement the Consortium's priorities; on efforts to educate and inform landlords about the benefits of participating in the Section 8 program; and on the development of other programs that may benefit our region.

- King County will work with housing funders, mainstream service systems (such as the developmental disabilities system, the drug/alcohol system, and the mental health system), and housing referral, information and advocacy organizations to plan for community-based housing options for persons with special needs; to develop supportive housing plans and partnerships for populations that need enhanced housing support in order to be successful in permanent housing; to advocate for funding for the operations and maintenance of housing for very low-income households and households with special needs, and for the services needed for supportive housing.
- King County will partner with the King County Developmental Disabilities Division (KCDDD) to provide housing program(s) that expand community-based housing options for persons with DD and will explore similar opportunities with systems that serve other special needs populations.
- King County will coordinate, to the extent feasible, with housing funders, and housing information and advocacy organizations to streamline funding applications, contracting and monitoring processes.
- King County may work on the development of a program to fund affordable housing projects that:
 - ✓ Are environmentally sound (“green” housing); and
 - ✓ Are sustainable; and
 - ✓ Are projected to save on long-term costs for the owner and the residents; and
 - ✓ Are designed to accommodate all persons, regardless of their level of mobility; and
 - ✓ Allow residents to age in their home.
 - ✓ This program may adopt LEED environmental standards or a similar system of environmental standards, as well as “universal design”¹ standards for affordable housing project applicants that volunteer to participate. The Consortium will coordinate efforts to implement this program such that participating projects do not encounter barriers from local codes that may conflict with the adopted standards, or delays in contracting.
- King County may work with housing and community stakeholders to find and implement ways to reduce the move-in cost burden barrier to securing permanent housing for low- to moderate-income households, such as a security deposit bond program.
- King County may encourage and support housing developers’ in applying for HUD Section 202 and 811 programs to provide housing for seniors and persons with disabilities.
- King County may explore land banking for the construction of affordable rental housing, especially in areas targeted for future transit and/or slated for higher density development.

¹ For more information about Universal Design see Affordable Housing Objective #3, Strategy 3.B.

Affordable Housing Objective #2

Preserve the housing of low- to moderate-income home owners, and provide programs for low- and moderate-income households that are prepared to become first-time home owners.

Strategy A:

Make capital funds available to repair and/or improve, including accessibility improvements, the existing stock of homes owned by low- to moderate-income households (includes individual condominiums, town homes, and mobile/manufactured homes). Programs funded under this strategy include, but are not limited to, major home repair, emergency home repair, and mobile home repair.

Short-term Outputs and Outcomes for Affordable Housing Objective

1) AH 2A. Short-term Annual Output

300 homes improved/repared annually.

300 low- to moderate-income home owners have their existing home repaired and/or improved.

2005 Projects funded to support this strategy include:

<i>Project</i>	<i>HH5107</i>	<i>HOME Rehab Loan Program</i>
<i>Project</i>	<i>HH5108</i>	<i>HOME Rental Rehab Loan Program</i>
<i>Project</i>	<i>C03636</i>	<i>Burien Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C03637</i>	<i>Covington Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C03627</i>	<i>Des Moines Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C03633</i>	<i>Federal Way Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C03461</i>	<i>King County Housing Repair Program</i>
<i>Project</i>	<i>C03629</i>	<i>Kirkland Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C03634</i>	<i>Lake Forest Park Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C03635</i>	<i>Renton Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C04751</i>	<i>Renton Minor Housing Repair</i>
<i>Project</i>	<i>C04713</i>	<i>SeaTac - Senior Services Minor Home Repair Program</i>
<i>Project</i>	<i>C03632</i>	<i>SeaTac Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C03640</i>	<i>Shoreline Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C05039</i>	<i>Shoreline Senior Services Home Repair</i>
<i>Project</i>	<i>C03631</i>	<i>Tukwila Housing Rehab Loan Funds</i>
<i>Project</i>	<i>C04699</i>	<i>Tukwila Senior Services Minor Home Repair</i>

2) AH 2A. Short-term Annual Outcomes

300 low- to moderate-income home owners per year have an improved quality of life, with little or not cost. Through improvements to their housing, some home owners will be able to continue to live independently in their home.

Strategy B:

Make funds available for first-time home buyer opportunities, including education, housing counseling and down payment assistance for low- to moderate-income households who are prepared to purchase

their first home; especially households who are under-served in the ownership housing market, including households with special needs.

Short-term Outputs and Outcomes for Affordable Housing Objective

1) AH 2B. Short-term Annual Output

Homebuyer services and assistance provided to 10-35 households per year.

2) AH 2B. Short-term Annual Outcomes

- a) Success as a homeowner and satisfaction with homeownership over time.
- b) The homeowner has built some equity in their home, and in some cases has increased their equity because the home has increased in value over time.

2005 Projects funded to support this strategy include:

Project C05919 Unincorporated KC & Small Cities Housing Development Set-aside

Project HH5000 HOME Subrecipient Housing Development

Strategy C:

King County staff will work in partnership and/or coordination with Consortium City staff and community stakeholder organizations on the following activities. These activities do not have annual output or outcome goals, and will be reported on as progress occurs, in narrative fashion.

- King County will support the creation of a range affordable home ownership opportunities through zoning and incentive programs in all Consortium jurisdictions, such as impact fee waivers, density bonuses, inclusionary zoning and the allocation of surplus County or City property; County staff will provide technical assistance, as needed, to help Consortium cities meet Countywide Planning Policy (CPP) goals for affordable
- King County will support the Seattle-King County Coalition for Responsible Lending (“SKCCRL”) in combating the devastating effects of predatory lending in the King County region and in working with other organizations to coordinate efforts, such as the King County IDA Collaborative. King County will work with the Coalition to provide funds for predatory lending counseling and/or gap financing for eligible clients seeking a “rescue” loan who have been a victim of predatory lending and are at risk to lose their home.
- King County will support the acquisition and preservation of mobile home parks, when feasible, to protect low- and moderate-income mobile home owners who might otherwise be displaced due to redevelopment. King County will explore a comprehensive strategy to further extend the long-term affordability of mobile home parks that currently have an agreement with the County, including strategies to have parks owned by park residents.
- King County will work with special needs populations and stakeholders to develop homeownership opportunities for special needs households for whom home ownership is appropriate.
- King County will support the work of the King County Housing Authority to ensure that there are affordable ownership opportunities for low- and moderate-income households, especially Park Lake Homes tenants who are prepared for home ownership, in the Greenbridge HOPE VI project in White Center.

- King County will work with housing authorities and community agencies to provide targeted outreach to federally subsidized tenants and other low- to moderate-income tenants who are prepared to work towards the goal of achieving home ownership.
- King County may work with community stakeholders to plan for and support programs that reduce the cost of homeownership for low- to moderate-income households, such as land trusts, limited-equity co-ops, and sweat equity programs.
- King County may advocate for a waiver or regulatory change to enable the Consortium to assist low- to moderate-income condo owners with the payment of common area repair assessments that exceed regular homeowner dues and are unaffordable to the low- to moderate-income condo owner.
- King County may explore land banking for the acquisition of land on which to construct affordable ownership housing, especially land that is in an area targeted for future transit and/or slated for higher density development.
- King County may work with local housing authorities, other funders and financial institutions to explore the development of Section 8 homeownership program(s) in our region. A Section 8 homeownership program would work with households that are prepared to become homeowners to use a Section 8 voucher to help subsidize the purchase of a home rather than ongoing rent.

Affordable Housing Objective #3

King County will plan for and support fair housing strategies and initiatives designed to affirmatively further fair housing and increase access to housing, and to housing programs and services for low- to moderate-income households. King County staff may work with Consortium city staff and community stakeholder agencies on these fair housing strategies. These strategies do not have annual output or outcome goals, and will be reported on, as progress occurs, in narrative fashion.

Strategy A:

The King County Consortium will develop a new Analysis of Impediments to Fair Housing Choice (AI) in 2005, as well as a new Fair Housing Action Plan. The Consortium's current Fair Housing Action Plan activities have been updated annually as we have learned about new fair housing issues from community agencies and fair housing enforcement agencies, but we are in need of a new comprehensive analysis and plan to guide our activities.

- 1) Housing Discrimination Impediments
- 2) Administrative Practice Impediments
- 3) Lack of Adequate Affordable Housing

2005 Projects funded to support this strategy include:

Project C03636 Burien Housing Rehab Loan Funds

Strategy B:

King County and the Consortium will continue to carry out initiatives and activities that further fair housing in the region.

- 1) Fair Housing education and outreach, including improving access to housing.
- 2) Fair Housing Forums, Conferences and Meetings
- 3) Fair Housing Enforcement
- 4) Fair Housing Technical Assistance

Goal 2: Ending Homelessness

King County and the Consortium will develop a long-term outcome(s) for our goal to end homeless in coordination with the outcomes that are being developed through our region-wide Continuum of Care planning body, the Committee to End Homelessness. Long-term outcomes will relate to the reduction of homelessness, and particularly the reduction of chronic homelessness in King County.

Homeless Objective #1**Support Programs that Prevent Homelessness*****Strategy A:***

Continue to allocate funds for the Consortium-wide Housing Stability Program, a program that provides grants, loans and counseling to households facing an eviction or foreclosure, or to households trying to secure the funds to move in to permanent rental housing. The Consortium will explore an amendment to the Consortium's Interlocal Cooperation Agreement in order to expand this program in 2006 and beyond.

Short-term Outputs and Outcomes for Homeless Objective #1**1) H 1A. Short-term Annual Output**

200 households are served annually, with a proportionate increase in number of households to be served in 2006 and beyond (if funding is expanded).

2005 Projects funded to support this strategy include:

Project C05101 Fremont Public Association Housing Stability Project

1) H 1A. Short-term Annual Outcome

Households served remain stable in permanent housing.

Strategy B*:

Support other initiatives and programs designed to prevent homelessness.

Strategy C*:

Ensure that Consortium homelessness prevention initiatives and programs are consistent with the Ten Year Plan to End Homelessness to be adopted by the Committee to End Homelessness in 2004.

*Strategies B and C do not have annual output or outcome goals, and will be reported on, as progress occurs, in narrative fashion.

Homeless Objective #2

Support A range of permanent affordable housing options for homeless households.

Strategy A:

Fund permanent supportive housing through the Shelter Plus Care Program.

1) H 2A. Short-term Annual Output

464 units of permanent supportive housing funded

2) H 2A. Short-term Annual Outcome

Households served remain housed and increase their housing stability.

Strategy B*:

Coordinate with public housing funders, community-based organizations, housing organizations and other stakeholders to plan for a range of permanent housing units that serve very low-income households at 30% of AMI and below, and that are targeted to serve homeless households, including bunkhouses, SRO's and unit that allow households to "transition in place".

Strategy C*:

Ensure that all initiatives and programs related to permanent supportive housing for the formerly homeless, and other forms of permanent housing targeted to homeless households are consistent with the Ten Year Plan to End Homelessness in King County.

*Strategies B and C do not have annual output or outcome goals, and will be reported on, as progress occurs, in narrative fashion.

Homeless Objective #3

Provide programs and services to address the temporary housing needs and other needs of households when homelessness occurs.

Strategy A:

Allocate funds for emergency shelter and transitional housing programs for operations and maintenance, supportive services and rental assistance.

1) H 3A. Short-term Annual Output

83,000 bednights of emergency shelter provided
140,000 unit nights of transitional housing

2005 Projects funded to support this strategy include:

Project C05565 Hopelink - Emergency Shelter Support (HAF)
Project C05574 Multi-Service Center - Emergency Support Services - (HAF)
Project C05733 Vashon Youth & Family Homeless Prevention (HAF)
Project C05734 YWCA Emergency Support Services (HAF)
Project C05571 Multi-Service Center - Emergency Shelter Operations - (HAF)
Project C05727 YWCA Emergency Shelter Operations (HAF)
Project C05731 EDVP Emergency Shelter Operations (HAF)

Project C05308 Redmond Hopelink Emergency Services Support
Project C05703 SeaTac - Des Moines Area Food Bank
Project C05707 SeaTac - Emergency Feeding Program
Project C04865 Renton Emergency Feeding Program Support
Project C05073 Hospitality House Emergency Shelter Support

ESG Funding

Project C05060 Legal Action Center Homeless Prevention
Project C05061 Hopelink Emergency Shelter Operations
Project C05062 EDVP Emergency Shelter Operations
Project C05063 AYR Emergency Shelter Operations
Project C05064 Friends of Youth Emergency Shelter Operations
Project C05065 Multi-Service Center Emergency Operations
Project C05067 FPA Emergency Shelter Operations
Project C05069 CCS HOME
Project C05070 ESG Administration
Project C05072 Eastside Interfaith Emergency Shelter Operations
Project C05073 Hospitality House Emergency Shelter Support
Project C05078 Eastside Interfaith Emergency Support Services
Project C05079 Hospitality House Emergency Support Services
Project C05066 YWCA Emergency Shelter Operations

2) H 3A. Short-term Annual Outcome

Homeless persons/households are safe and sheltered from the elements for the night.

Strategy B:

Ensure that all initiatives and programs related to the provision of emergency shelter and transitional housing are consistent with the Ten Year Plan to End Homelessness in King County.

Homeless Objective #4

King County will approach homelessness planning and coordination as a regional issue, and work with the Committee to End Homelessness, cities, housing funders, community agencies and homeless people to achieve such coordinated efforts. These strategies do not have annual output or outcome goals, and will be reported on as progress occurs, in narrative fashion.

Strategy A:

Ensure that all homeless projects and initiatives supported with local, state and federal funds are consistent with the vision, principles and recommendations of the Ten Year Plan to End Homelessness in King County.

Strategy B:

Continue to provide leadership and participation in the countywide McKinley Continuum of Care annual competitive funding round, or its successor.

Strategy C:

The Consortium will participate in efforts to improve the efficiency and accountability of the regional homeless service system, particularly through the Homeless Management Information System Safe Harbors.

2005 Projects funded to support this strategy include:

Project C05204 King County CDBG Administration

Goal III: Establish and Maintain a Suitable Living Environment and Expand Economic Opportunities

The three objectives relate to (1) improving the ability of human services agencies to serve our residents, (2) improving living conditions in low- and moderate-income neighborhoods and communities, and (3) expanding economic opportunities for low- and moderate-income persons.

Community/Economic Development Objective #1

Improve the ability of health and human service agencies to serve our low- to moderate-income residents effectively and efficiently.

Strategy A:

Make CDBG capital funds available to improve the capacity of health and human service agencies to provide priority human services to our low- to moderate-income residents effectively and efficiently.

The Consortium will explore methods of more efficiently coordinating the allocation of funds for regional and/or sub-regional community facility projects.

1) CD/ED 1A. Short-term Annual Output

3 community facility projects completed

2005 Projects funded to support this strategy include:

<i>Project C05128</i>	<i>Federal Way Boys & Girls Club Center Construction</i>
<i>Project C05027</i>	<i>Federal Way Senior Center Improvements</i>
<i>Project C05031</i>	<i>Family Resource Center Roof Replacement</i>
<i>Project C05709</i>	<i>Lutheran Community Services Building</i>
<i>Project C05035</i>	<i>Mt. Si Senior Center Expansion</i>
<i>Project C04022</i>	<i>Pediatric Interim Care Center (PICC)</i>

2) CD/ED 1A. Short-term Annual Outcome

Human service facility providers will be able to:

- 1) increase the amount or type of services they provide, or
- 2) increase the number of people they serve, or
- 3) increase the quality and/or accessibility (of the building as well as the geographic location) of service provision.

Strategy B:

The Consortium will allocate funds for priority human services as identified in the needs analysis portion of the plan and as identified by Consortium jurisdictions. The Consortium will evaluate the Housing Stability Program and homelessness services for increase, in relation to other human services, for the 2006 funding cycle (See also Goal II, End Homelessness, Objective #1).

1) CD/ED 1B. Short-term Annual Output

50,000 unduplicated persons served

2005 Projects funded to support this strategy include:

<i>Project</i>	<i>C05891</i>	<i>Burien Catholic Community Services Emergency Services</i>
<i>Project</i>	<i>C05885</i>	<i>Burien Highline YMCA Childcare Scholarships</i>
<i>Project</i>	<i>C05886</i>	<i>Burien New Futures Youth & Family Support</i>
<i>Project</i>	<i>C05116</i>	<i>Covington YWCA of Seattle, DV Victims Services</i>
<i>Project</i>	<i>C05161</i>	<i>Des Moines Senior Center Support</i>
<i>Project</i>	<i>C05334</i>	<i>Enumclaw Youth & Family Resource Center</i>
<i>Project</i>	<i>C05118</i>	<i>Federal Way Big Brothers Big Sisters Mentoring Program</i>
<i>Project</i>	<i>C05393</i>	<i>Federal Way CHCKC Dental Support</i>
<i>Project</i>	<i>C05257</i>	<i>Federal Way Emergency Feeding Program</i>
<i>Project</i>	<i>C05406</i>	<i>Federal Way YMCA CARES Child Care Subsidy</i>

<i>Project</i>	<i>C05258</i>	<i>Federal Way Senior Center - Adult Day Care</i>
<i>Project</i>	<i>C05259</i>	<i>Federal Way PACT (Parents and Children Together)</i>
<i>Project</i>	<i>C05139</i>	<i>Federal Way MultiCare Health System - Adult Day Health Auburn</i>
<i>Project</i>	<i>C05297</i>	<i>Issaquah Valley Senior Center Van Driver Support</i>
<i>Project</i>	<i>C05266</i>	<i>Kirkland Jewish Family Services Training & Employment</i>
<i>Project</i>	<i>C05269</i>	<i>Kirkland YWCA Family Village Program Support</i>
<i>Project</i>	<i>C05431</i>	<i>Lake Forest Park Shoreline Senior Center</i>
<i>Project</i>	<i>C05308</i>	<i>Redmond Hopelink Emergency Services Support</i>
<i>Project</i>	<i>C05871</i>	<i>Renton Communities in Schools</i>
<i>Project</i>	<i>C05845</i>	<i>Renton CHC Primary Dental Support</i>
<i>Project</i>	<i>C05850</i>	<i>Renton Domestic Abuse Women's Network</i>
<i>Project</i>	<i>C05855</i>	<i>Renton ElderHealth NW/Connection</i>
<i>Project</i>	<i>C05865</i>	<i>Renton Emergency Feeding Program</i>
<i>Project</i>	<i>C05859</i>	<i>Renton Visiting Nurse Services of the NW</i>
<i>Project</i>	<i>C05703</i>	<i>SeaTac Des Moines Area Food Bank</i>
<i>Project</i>	<i>C05707</i>	<i>SeaTac Emergency Feeding Program</i>
<i>Project</i>	<i>C05723</i>	<i>SeaTac - Institute for Family Development In home Counseling Program</i>
<i>Project</i>	<i>C05145</i>	<i>Shoreline/Lake Forest Park Senior Center</i>
<i>Project</i>	<i>C05160</i>	<i>Tukwila Senior Citizen Program Support</i>
<i>Project</i>	<i>C05015</i>	<i>Food Lifeline Food Distribution Support</i>
<i>Project</i>	<i>C05467</i>	<i>Black Diamond Community Center Services</i>
<i>Project</i>	<i>C05483</i>	<i>Federal Way Senior Center Hot Meals</i>
<i>Project</i>	<i>C05485</i>	<i>Maple Valley Food Bank and Emergency Services</i>
<i>Project</i>	<i>C05521</i>	<i>Pacific & Algona Community Center</i>
<i>Project</i>	<i>C05562</i>	<i>Hopelink Sno-Valley Center Support</i>
<i>Project</i>	<i>C05797</i>	<i>Vashon Youth & Family Services Community Safety Net</i>
<i>Project</i>	<i>C05798</i>	<i>Volunteers of America Skykomish Outreach</i>
<i>Project</i>	<i>C05803</i>	<i>Neighborhood House Parklake Home Case Management</i>

2) CD/ED 1B. Short-term Annual Outcome

Outcomes and outcome indicators for the various service areas will be consistent with the King County Regional Outcomes Alignment Planning Process.

Community/Economic Development Objective #2

Improve the living environment in low- and moderate-income neighborhoods/communities in accordance with jurisdictions; adopted Comprehensive Plans and the Countywide Planning Policies.

Outcome: The community is a healthier and/or safer place to live, and/or has more amenities, including increased accessibility for persons with disabilities. Indicator: Project-specific accomplishment reports will be used to gather data after the project has been completed and there has been an adequate amount of time to assess the impacts of the project on health, safety and/or increased amenities for the community.

Strategy A:

Make CDBG capital funds available to for high priority public infrastructure improvements and/or park facility needs, including accessibility improvements, in a range of low- to moderate-income areas of the Consortium.

1) CD/ED 2A. Short-term Annual Output

3 public infrastructure/park facilities projects completed

2005 Projects funded to support this strategy include:

<i>Project</i>	<i>C05876</i>	<i>Burien North Ambaum Park Development</i>
<i>Project</i>	<i>C05036</i>	<i>Carnation Sanitary Sewer Collection System</i>
<i>Project</i>	<i>C03237</i>	<i>Des Moines Wesley Home Cross Walk Signal Replacement</i>
<i>Project</i>	<i>C05038</i>	<i>Duvall NE Stewart Street Water Main Replacement</i>
<i>Project</i>	<i>C04111</i>	<i>Enumclaw - 2005 Sidewalk Replacement</i>
<i>Project</i>	<i>C05033</i>	<i>Shoreline Curb Ramp Program</i>
<i>Project</i>	<i>C05037</i>	<i>Skykomish Community Septic System</i>

Strategy B:

Revitalize deteriorated areas with high rates of poverty in the Consortium. In particular, King County will work with the White Center community to develop a Neighborhood Revitalization Strategy (“NRS”) for this area, which has the highest poverty rate in the County. The Consortium will explore whether there are other high poverty areas that may benefit from an NRS.

Outputs and Outcomes will be determined independently for each NRS developed. Outcomes may include increases in property values, safer streets, less crime, etc.

Strategy C:

Assist small and/or economically disadvantaged businesses that are located in predominately low- to moderate-income communities, or that are combating blight, to rehabilitate and/or improve their commercial property. These projects may or may not be connected with a NRS.

1) CD/ED 2C. Short-term Annual Output

4 commercial property improvements annually.

2005 Projects funded to support this strategy include:

<i>Project</i>	<i>C04684</i>	<i>King County Economic Development Program</i>
----------------	---------------	---

2) CD/ED 2C. Short-term Annual Outcome

The surrounding low- to moderate-income neighborhood is improved by having better commercial services and shopping opportunities available to it, or by having blight removed.

Community/Economic Development Objective #3

Expand economic opportunities for low- to moderate-income persons.

This objective will be carried out pursuant to the following principles:

- 1) The strategies of this objective will be carried out in a manner that is consistent with the economic development vision contained in the updated Countywide Planning Policies.
- 2) Assistance to for-profit businesses will be provided in a manner that maximizes public benefits, minimizes public costs, minimizes direct financial assistance to the business and provides fair opportunities for all eligible businesses to participate.

Strategy A:

Assist businesses to create or retain jobs for low- and moderate-income persons by providing 1) technical assistance, and/or 2) CDBG loans and loan guarantees.

1) CD/ED 3A. Short-term Annual Output

20 businesses assisted annually, at least 15 of which are small and/or economically disadvantaged.

2005 Projects funded to support this strategy include:

Project C05302 Enumclaw Green River CC Small Business Assistance

2) CD/ED 3A. Long-term Outcome

Employment opportunities for low- to moderate-income persons are retained and/or increased.

Strategy B:

Assist low- to moderate-income persons in obtaining living wage jobs, through the provision of job training and placement and other employment services (i.e., peer support programs, counseling, childcare, transportation, etc.)

This strategy does not have annual output goals. Outcomes and outcome indicators will be consistent with the King County Regional Outcomes Alignment Planning Process.

2005 Projects funded to support this strategy include:

Project C05744 Worksource Rural Connection - Multi-Service

Project C05745 Worksource Rural Connection - Hopelink

Project C05578 Federal Way MSC Employee Development Services by CBDO

Project C05279 Kirkland - Hopelink's Employment Program

Project C05366 Redmond Hopelink's Employment Services

Project C05140 Renton MSC Employee Development Services by CBDO

Project C05149 SeaTac Multi-Service Center Employment Services by CBDO

Monitoring Plan

HCD contracts most of the funds to subrecipients (primarily non-profit and /or cities), and has developed extensive monitoring procedures, both in terms of the overall HCD Plan goals as well as individual subrecipient performance. Processes and procedures have been developed in each program area to specifically address federal, State and County statutory and regulatory requirements, in addition to providing County staff with a system of ensuring project compliance and accomplishments. This section will discuss how HCD currently monitors its activities in each of its programs to meet H&CD Plan goals. Efforts are underway by HCD to update the current Monitoring Plan to provide a general framework that the following HCD sections can use: Housing Finance Program for HOME, CDBG and local funds; Community Development for CDBG funds; Housing Repair Program for CDBG and HOME funds; Homeless Assistance Fund for CDBG and ESG funds; McKinney Homeless Assistance for Supportive Housing Program and Shelter Plus Care Program funds. One of the outcomes will be a Monitoring Tool Desk Guide that enables coordination and consistency of review of HCD's programs and monitoring efforts. The Desk Guide will provide:

- a synopsis of each HCD section;
- examples of tool(s) used in monitoring;
- frequency standards for monitoring and
- definitions of terms used in monitoring processes.

Monitoring to Meet Overall Consolidated H&CD Plan Goals

King County will report annually on the progress made toward meeting the goals established in the consolidated plan for assisting persons and communities at or below 80 percent of the median income. This performance report will comply with HUD's requirements and format and be submitted by the date HUD selects.

Ensuring Subrecipient Compliance with Statutory and Regulatory Requirements

King County has four major steps of review to ensure compliance with requirements: These are (a) allocation policies and RFP processes, (b) contracting requirements (c) implementation and program management, and (d) fiscal controls. Each of these will be discussed in turn below.

A. Allocation Policies and RFP Processes

King County adopted the H&CD Plan which guides the application and allocation process for CDBG funded projects. The H&CD Plan also guides the two King County Housing Finance Programs that allocate County and Small Cities CDBG and HOME funds, as well as the allocation of ESG funds through a competitive process.

Agencies requesting funds are asked to respond to general and program-specific policies in their application and only those meeting the policies are moved forward for evaluation and potential recommendation for funding. The general policies incorporate federal, state and local requirements. These policies include, among others:

- consistency with local codes and policies
- restrictions on change of use of property/buildings assisted with federal funds
- establishment of a legally binding public interest
- minimization of displacement and provision of relocation assistance

- adherence to federal wage rates
- compliance with federal audit requirements
- adherence to lead-based paint abatement regulations
- establishment of affordable rents
- provision of verification documents of client eligibility.

Housing projects are also asked to respond to the following housing activity policies in the National Affordable Housing Act, and are identified in the housing section of the H&CD Plan:

- address needs/gaps identified in the H&CD Plan
- utilize other funds effectively
- affirmatively further fair housing practices
- develop an affirmative marketing plan
- complete an environmental review checklist.

All projects requesting CDBG, HOME or ESG funds are evaluated to determine if they are (1) program eligible and priority based on program policies, (2) consistent with local, state and federal regulations, and (3) viable as submitted.

B. Contracting

Projects funded through HOME, CDBG or ESG will be required to enter into a contract with King County. In addition to the scope of work, duration, and projected accomplishments or performance, each contract contains federal, state and local program requirements by which each agency must abide or they will not be reimbursed. These include, but are not limited to, requirements related to:

- | | |
|--|--|
| • audits | • restrictions on change of use |
| • subcontracting | • acquisition and relocation |
| • insurance coverage | • housing quality standards |
| • conflict of interest issues | • public information |
| • grounds for suspension or termination | • certification regarding lobbying |
| • corrective action | • evaluation and recordkeeping |
| • prohibition of political activities | • bid procedures |
| • nonsubstitution of local funds | • acquisition procedures |
| • constitutional prohibition against funding of religious activities | • relocation and one for one replacement housing |
| • environmental review | • Section 504/handicapped accessibility |
| • nondiscrimination practices | • Construction |
| • procurement standards | • Lead based paint abatement |
| • labor standards | • Section 3 compliance |

King County Prosecuting Attorney annually reviews and approves boilerplate contract language that incorporates all federal, state and county rules and regulations into HCD program contracts. This coordinates contracting in program areas – documenting a unified and consistent procedure.

Contracts are provided to the agencies for their review before being executed. Agencies clearly understand that the contract requirements are the criteria against which they will be monitored. Technical assistance is provided to the sub-grantee to ensure that all conditions that accompany the agreement are understood.

C. Implementation and Program Management

Each HCD Program area has specific priorities of accomplishments in implementing their respective programs. The following depicts the monitoring goals of each program.

1. Housing Finance Program (CDBG, HOME and Local Funds)

Projects supported by HFP funds must create or preserve housing that is affordable to income-eligible households. These projects will include permanent housing including multi-family rental, single-family group homes, and homeownership as well as transitional housing and emergency shelters. Local county funds are specifically targeted towards developing housing for individuals and families with special housing needs. Eligible uses for capital expenditure in general are:

- New construction
- Acquisition and Rehab
- Preservation of existing affordable housing units
- Other development costs associated with project completion

Monitoring Goals: Specific areas of compliance and monitoring for all funded projects that are under contract include but are not limited to the following:

- population being served and number of regulated units
- income eligibility of housing occupants
- housing affordability
- equal opportunity and affirmative marketing
- adherence to applicable property standards
- adherence to applicable fair housing standards
- fiscal responsibility and general admin recordkeeping
- safe and sanitary housing maintained in good physical repair
- if applicable, agency procurement and wage standards

2. Community Development Section (CDBG Funds)

Community Development projects are used for a variety of activities but are restricted to those that meet a preset national objective and serve low to moderate-income areas that qualify by census data or clients who fit within limited clientele qualifications. Funded projects include, but are not limited to: acquisition, rehabilitation, public services, relocation, public facilities, economic development, Special Activities by CBDOs, and planning and capacity building.

Monitoring Goals: Specific areas of compliance and monitoring for all funded projects that are under contract include but are not limited to:

- documenting King County's compliance with requirement for conducting subrecipient monitoring (set for in CDBG Program Regulations). Assure that subrecipient program administration and funded projects are completed in compliance with established regulations and that project activities continue to serve the target population identified in the initial application
- ensure that CDBG subrecipients are complying with applicable federal regulations, OMB Circulars and King County ordinances (regulatory requirements) relating to financial management systems, procurement and contracting, property management and disposition, labor standards, record keeping and reporting requirements;
- ensure that CDBG subrecipients are meeting performance requirements specified in the subrecipient agreement and target populations are being served;

- technical assistance is provided in a timely fashion to ensure regulatory compliance is understood.

3. **Housing Repair Program(s) (CDBG and HOME Funds)**

The Housing Repair Program administers CDBG and HOME funded housing repair projects. Most projects are administered directly. The only subrecipients that need monitoring are several cities which have minor repair programs using CDBG dollars.

Monitoring Goals: Insure program is following all regulatory processes and procedures including but not limited to:

- Income verification
- Lead-based paint regulations
- Environmental review
- Section 504//disabilities /act (ADA)

Review structure of program to determine:

- Performance and Eligibility/Program Benefit
- File management/record keeping
- Grievance procedures
- Adequate and proper insurance

4. **Homeless Assistance Fund (CDBG and ESG Funds)**

The Homeless Assistance Funds (HAF) comprise a combination of Consortium-wide Emergency Shelter Grant (ESG) dollars and Community Development Block Grant County and Small Cities (CDBG-CSC) dollars.

The HAF grants are awarded through a competitive application process on a bi-annual basis.

Projects supported by HAF funds can be used for a range of activities that serve homeless persons and provide homeless prevention, such as shelter operation and maintenance costs and supportive services provided by shelter programs.

Monitoring Goals:

- document King County's compliance with requirement for conducting sub-recipient monitoring (set for in CDBG and ESG Program regulations);
- ensure that CDBG and ESG sub-recipients are complying with applicable federal regulations, OMB Circulars and King County ordinances (regulatory requirements);
- ensure that CDBG and ESG sub-recipients are meeting performance requirements specified in the sub-recipient agreement; and
- implement DCHS policies regarding contract monitoring.

5. **McKinney Homeless Assistance (Supportive Housing Program & Shelter Plus Care Program)**

Projects supported by McKinney funds include:

- Capital (to build transitional housing units)
- Operations (utility, maintenance, etc. of transitional housing)
- Lease (of space for transitional housing and necessary support services)
- Services (case management and other costs associated with the provision of transitional housing and supportive services)
- Rental Assistance (to clients who reside in transitional housing)

Monitoring Goal: The goals of the McKinney monitoring process are to verify:

- that the programs/projects are serving eligible clients;
- proper rent calculation;
- that the projects are operating at capacity or the appropriate utilization (i.e. clients are receiving the applicable services/housing at the levels indicated in the McKinney contract); and
- that the project/program goals are achieved.

D. Fiscal Controls

The County has standardized procedures to ensure that fiscal information on HOME, CDBG and ESG funds that are being submitted to a HUD cash and management information system is correct and complete. Once our HUD contract is executed and the funds are added to our letter of credit for HOME, CDBG and ESG funds, separate accounts are set up through the County's Office of Financial Management.

Each approved project is linked to each account authorized by the respective letter of credit via the County's Accounting Resource and Management System. A continuing balance for each project is maintained on a mainframe computer and can be accessed on a daily basis. A separate account for HOME matching funds has been set up and the HOME Coordinator is responsible for monitoring allocations and expenditures to ensure the matching requirements have been met.

When the subgrantee requests reimbursement, they are required to submit both a County voucher reimbursement request and backup documentation that the costs were actually incurred, as well as a performance accomplishment report. Individual project managers and a fiscal staff person review both. The fiscal staff reviews the expenditure and related records to ascertain when CDBG funds, and local funds which were repaid with CDBG funds, were first obligated or expended and ascertain if any funds were obligated or expended prior to HUDS approval of the RROF. Reimbursement requests are also reviewed for appropriateness and eligibility under contracted provisions. If an inappropriate or ineligible cost is incurred, or if performance falls far below projections, the County will not reimburse the subgrantee and will meet with them to try to rectify the situation.

The completion of a project does not necessarily end the County's involvement with the project. For example, once a construction or real property acquisition project is completed, the County will secure the public interest in the project and restrict any potential change of use via a promissory note and deed of trust instrument against the real property. HOME, CDBG and ESG funds are subject to payback, with a share of the appreciated value, if the use of the property changes.

In addition to our internal fiscal controls, our fiscal process is audited periodically by the state to ensure we adhere to county, state and federal (e.g. HUD) requirements in the management of the H&CD programs.

In 2005 the Monitoring Plan Team will continue fine tune the Monitoring Plan Desk Guide that depicts the overall goals, definitions, monitoring requirements, tools and timelines of each program area. The effort will assist in providing a coordinated and streamlined approach to monitoring for regulatory requirements and compliance with each of the funding sources, while meeting the minimum thresholds set forth by the Community Services Division.

2005 Funds Available

The King County CDBG and HOME Consortia will receive approximately \$12,239,320 in Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and other federal funds in 2004. An additional \$1,443,470 in program income will be available as well as \$631,537 in recaptured funds, providing a total available for 2004 allocations of **\$14,772,327**.

CDBG Funds:

2004 Entitlement		\$ 7,164,000
Projected Program Income		<u>1,443,470</u>
	Sub-total	8,607,470
Recaptured Grant Funds		631,537
Total CDBG Funds		\$9,239,007

HOME Funds:

2004 Entitlement and		\$4,533,577
Program Income (Projected)		<u>458,000</u>
Total HOME Funds		\$4,991,577

American Dream Down Payment Initiative Funds (ADDI)

\$338,399
\$338,399

Emergency Shelter Grant Funds:

Emergency Shelter Grant	\$ 203,344
Total ESG Funds	<u>\$203,344</u>

Total Federal Funds	\$14,772,327
----------------------------	---------------------

The federal funds will be allocated to the activities listed in the following pages. The activities will be implemented in the 2005 program year. They are consistent with the King County Consortium Consolidated Housing and Community Development Plan for 2005 - 2009 and meet the applicable federal requirements for the CDBG, HOME and other grant programs. The activities predominantly benefit persons who are at or below 80 percent of the area median income.

Specific CDBG Submission Requirements

Program Income

The following sources of program income are expected to be received and are allocated for 2005 activities.

Housing Repair Loan Paybacks	\$ 1,431,964
Housing Stability Loan Repayments	11,506

TOTAL Program Income	\$1,443,470
-----------------------------	--------------------

Recaptured Funds

The following funds are available from earlier projects which have been completed with an under run or which have been canceled during 2004. These funds have been recaptured and reallocated to the 2005 CDBG Program.

According to policies stated in the 2003-2005 CDBG Interlocal Cooperation Agreement with the King County Consortium cities, which was adopted by all the Consortium members, recaptured administration dollars and other Consortium-wide funds are shared and reallocated among the Consortium partners. Projects which were amended (the amount to be expended was changed by 25 percent unless the decrease was the result of an under run; the purpose, scope, location or beneficiaries of the project was changed; a project was canceled; or a new project was funded) were published and citizens were allowed to comment.

	Project	Project Title	LTD Balance	Total RECAP
Bothell	C01953	Hopelink Facility Improvements	6,188	
	C03950	Bothell CDBG Program Administration	8,438	
	C03959	Bothell Senior Transportation Support	1,601	16,227
Burien	C03898	Burien CDBG Community Development Plan	5,352	5,352
DesMoines	C03161	Des Moines Senior Center Support	774	
	C98247	Des Moines Wheelchair Ramp Installation	36,085	36,858
Enumclaw	C99338	Enumclaw Montgomery Park Playground Renovation	2,865	
	C02305	Enumclaw MacFarland Park Phase 1 Renovation	8,500	
	C02306	Enumclaw SR 410 Corridor Study	10,000	21,365
Federal Way	C03375	Federal Way CDBG Program Administration	6,099	
	C03258	Federal Way Senior Center, Adult Day Care	1,298	
	C03406	Federal Way YMCA CARES Child Care Subsidy	2,767	
	C03389	Federal Way, Domestic Violence Victims Advocate	5,181	15,344
Issaquah	C99937	IERR ISSAQUAH GROUP HOME	1,532	
	C03297	Issaquah Valley Senior Center Van Driver Support	201	1,733
Lake Forest Park	C03432	Lake Forest Park CDBG Program Administration	2,077	2,077
Redmond	C03366	Redmond Hopelink's Employment Services	21	

	C04146	Redmond Special Enterprise Project	15,000	15,021
		Project Title	LTD Balance	Total RECAP
Renton	C03507	Renton CDBG Program Administration	2,426	
	C03751	Renton Minor Housing Repair	10,876	
	C04603	Renton Unallocated Funds	47,786	61,088
SeaTac	C03705	SeaTac CDBG Program Administration	6,198	
	C04149	SeaTac Multi-Service Center Employment Services by CBDO	22,733	28,931
County Small Cities	C00831	Black Diamond Park Safety Improvements & Upgrades	2	
	C00832	Snoqualmie Sidewalk Improvement Project	63,456	
	C00839	King County DCFM Beverly Park Bldg ADA Upgrades	145,000	
	C01422	KCHCD Low-Income Housing Development	15,480	
	C01792	SW Suburban Sewer District	139,045	
	C02684	King County Economic Development Program	11,544	
	C02744	WorkSource Rural Connection - MultiService	3,871	
	C02745	WorkSource Rural Connection - Hopelink	15,908	
	C02784	City of Algona - Chicago Avenue Waterline Improvement Project	7,913	
	C03059	KC HCD Assistance to Small Communities	277	
	C03483	Federal Way Senior Center Hot Meals	175	
	C03684	King County Economic Development Program	13,965	
	C03745	WorkSource Rural Connection - Hopelink	10,901	
	C03797	Vashon Youth & Family Services Community Safety Net	5	427,542
		Total Recapture		631,537

Specific HOME Submission Requirements

Recapture/Resale Provisions:

HOME funds used for housing rehabilitation will be subject to recapture if the property is sold, title is transferred and/or the owner does not comply with the affordability requirements. HOME funds used for housing development or preservation will be subject to recapture if affordable rental housing is not provided for low-income household, in accordance with the contract requirements or for home ownership projects, if the home does not continue to be the principal residence of the homebuyer for the duration of the period of affordability. The amount subject to recapture is based upon the amount of HOME assistance that enabled the homebuyer to purchase the home. This includes any HOME assistance that reduced the purchase price from fair market value to an affordable price but excludes the development subsidy. The recaptured HOME funds will be used for other HOME-eligible activities or to assist subsequent homebuyers depending upon the design of the homeownership program.

Tenant-Based Rental Assistance:

The Consortium does not engage in this activity.

Other Forms of Investment:

The Consortium does not use forms of investment other than those described in 24 CFR 92.205(b).

Affirmative Marketing:

King County has policies and procedures for affirmative marketing of vacant units in projects of five or more HOME-assisted housing units, per 24 CFR 92.351. The County will advertise the HOME Program in publications throughout the County and will notify all housing related community organizations about the availability of HOME funds and the eligible activities. The County's Office of Civil Rights Enforcement requirements for equal access to programs will be adhered to from the initial stages of program development.

King County will use the following procedures to inform the public, property owners, and potential tenants about federal and County fair housing laws that apply to the HOME Program.

1. The Equal Housing Opportunity logo will be used in all press releases, display advertising, and brochures used to market King County's rehabilitation program, as well as on the project application form; and
2. Owners will be informed of fair housing requirements during the initial interview and preliminary application process.

Requirements and Procedures for Owners:

King County will require owners to display the Fair Housing poster at project sites, and to use the Equal Housing Opportunity logo on all advertising notifying the public of available rental units in projects rehabilitated through the County's HOME Program. The County will further require owners to use commercial media to advertise the availability of renovated units, especially in local newspapers serving

the project area, including at least two minority newspapers. Through the Housing and Community Development Program's Housing Hotline, potential tenants will be referred to rehabilitated units.

King County will require building owners to maintain management records documenting their efforts to affirmatively market available rental units. Owners are required to have copies of advertisements for available units and copies of notices provided to outreach agencies to inform and solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach. Affirmative marketing records are available for review by the County at any time. This information is used to assess the results of the owner's affirmative marketing efforts. King County requires the owner to maintain rejected housing applications along with a statement explaining why the applicant was rejected.

King County staff will assess affirmative marketing efforts of owners receiving HOME dollars through the following:

- periodic visits by County staff to completed projects;
- an annual review of records for a random sample of projects rehabilitated with HOME funds;
- periodic checks for advertisements including the Equal Housing Opportunity logo, notices to minority and outreach agencies; and
- verification of rents charged, and a record of approved and rejected tenant applications for housing.

If the review of the owner's efforts to affirmatively market units shows the owner has not complied with the County's affirmative marketing requirements, the County will inform the owner of the review findings in writing and give the owner time to correct the problems before a second record review is conducted. An owner's failure to correct problems and comply with affirmative marketing requirements may result in the County calling due the deferred-payment loan made to the owner for the property, or charging interest on the loan.

Specific ESG Requirements

ESG Targets

The King County Consortium currently targets available Emergency Shelter Grant (ESG) funds for the following:

- maintain the existing supply of emergency shelter beds for homeless families;
- maintain operating support for the existing family shelter system;
- expand the supply of emergency shelter for underserved populations; and
- maintain existing homeless prevention activities.

ESG funds and CDBG funds were awarded to non-profit organizations through a combined competitive Request for Proposals process called the Homeless Assistance Fund. Project selection was based on how well the application furthers the Continuum of Care strategies.

Sources of Matching Funds:

Matching funds generated are as follows: other federal - \$628,336; other public \$1,822,082; private foundations, fund raising \$877,572; totaling \$3,327,990. The match sources include Community Development Block Grant funds (allocated suburban cities that receive a direct pass-through of CDBG funds), private donations, local jurisdictions' general fund support, and state funds for shelter programs.

Listing of Adopted 2005 Projects

The federal funds will be allocated to the activities listed in the following pages. The activities will be implemented in the 2005 program year. They are consistent with the King County Consortium Consolidated Housing and Community Development Plan for 2005-2009 and meet the applicable federal requirements for the CDBG, HOME and ESG programs. The activities predominantly benefit persons who are at or below 80 percent of the area median income.

Summary of Public Comments

The 2005 CDBG proposed projects are available for public review between September and November 2004. The Pass-through Cities and King County held public meetings or hearings on the proposed projects before they were adopted by the respective jurisdictions.

The following pages contain documentation reflecting comments received at the Pass-through City Public Hearings.

A Subcommittee of the Joint Recommendation Committee held a Public Forum on September 15, 2004, for the purpose of hearing brief presentations from applicants of the Unincorporated King County and Small Cities Funds. The Forum also invited citizens to provide comments concerning housing and community development needs within their communities.

Comments on the Draft 2005 Action Plan must be submitted in writing and received no later than 4:30 p.m. on November 14, 2003 at the office of the King County Housing & Community Development Program, Attn: W. DeRobbio, Community Development Planner, Exchange Building, 821 Second Avenue, Suite 500, Seattle, WA 98104-1598.

Reasonable accommodation available for people with disabilities available upon request. Please call (206) 296-8672 TTY: 711 (Relay Service)